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## LOW INCOME INVESTMENT FUND

### Deputy Market Director – Coachella Valley

**Reports to:** Western Region Market Director

**Location:** Coachella Valley, CA

**Status:** Regular, Full-Time

#### THE COMPANY

The Low Income Investment Fund is a non-profit community development financial institution, that mobilizes capital and partners to achieve opportunity, equity and well-being for people and communities. LIIF innovates financial solutions that center racial equity to create more equitable outcomes for all by building and preserving affordable homes, quality educational opportunities from early childhood through higher education, health clinics, healthy food retail and community facilities. In this way, LIIF provides a bridge between private capital markets and communities. LIIF's headquarters is in San Francisco and has offices in Los Angeles, New York, Atlanta, and Washington D.C.

#### POSITION SUMMARY:

Working under the direction of LIIF's Western Region Market Director, the Deputy Market Director (DMD) will be LIIF's market leader in Coachella Valley, CA. The DMD will be responsible for the day-to-day operations of the Coachella Valley Affordable Housing Catalyst Initiative (the Initiative) and the capital fund, which supports the initiative. The DMD will also work closely with the Executive Director of Lift to Rise to advance the agenda of the Initiative with respect to capital raising, transaction development, underwriting and closing. The DMD will interface with affordable housing developers in the Coachella Valley, with public officials, with private developers and with community residents. This will be a 'hands on' position, where the DMD will be responsible for a range of activities, from raising support for the Initiative, representing it publicly, deploying its capital and interfacing with other partners of the Fund.

The Deputy Market Director:

- Knows and is known to the Coachella Valley community development sector. Brings to LIIF and LTR relationships with the private and public sectors.
- Knows, through direct research and interaction with others in the field, the lending opportunities for affordable housing and childcare in the marketplace.



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- Will be directly responsible for managing the capital fund that supports the Initiative. This includes managing other capital providers to the capital fund, including lender reporting, being the interface with LIIF's Finance team and Fund Management team, and managing the fund's pipeline and credit process.
- Understands how to present Low Income Investment Fund (LIIF) principles and products in such a way as to attract lending opportunities in the marketplace; in addition, understands other financial offerings in the marketplace and contributes findings such that LIIF's policy and product is effective and competitive within the context of the market.
- Can create broad and deep relationships with developers of affordable housing, and childcare facilities, working closely with LIIF's National Director of Early Care and Education when appropriate.
- Is able to create partnerships with other financial services providers; consultants; equity providers; local government agencies and public officials; technical assistance providers; and other stakeholders involved in Community Development work, all in careful coordination with Lift to Rise.
- Has significant experience leading deal origination, structuring, underwriting, and closing for affordable housing.
- Leads or supports other LIIF managers and LTR in development of relationships with Coachella Valley based bank and philanthropic funders.

#### **REPORTING RELATIONSHIPS:**

The Coachella DMD will report to the Western Region Market Director, who is based in San Francisco. The Coachella Valley DMD will also work with colleagues in LIIF's childcare group on community facilities loans, as well as with the SPARCC team and the Fund Management team

#### **MAJOR DUTIES AND RESPONSIBILITIES**

##### **Market Leadership**

The Coachella Valley DMD will provide the senior stature in the marketplace, and, in addition to sourcing transactions, will work independently to identify, engage, and cultivate relationships with influential local partners (government entities, local trade associations, foundations), with a goal of discovering loan fund opportunities and other community development-based activities that will further the mission of LTR and LIIF.

The Coachella Valley DMD will work closely with the Director to ensure that the lending activity in the region is meeting the goals of regional sustainability as well as mission.

##### **Relationship Development**

The Coachella Valley DMD establishes relationships with qualified housing developers and cultivates lending opportunities which the DMD will structure, under-write and close. The Coachella Valley DMD develops relationships with local public sector representatives and local



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fundes. The Coachella Valley DMD also communicates with third party lenders, attorneys and other outside groups as the need arises.

### **Product Development**

The DMD will recommend to LIIF the structure of loan and grant products tailored to the unique risks of the Coachella Valley, as well as the developmental purpose of the Coachella Valley Affordable Housing Catalyst Fund. The DMD will lead securing LIIF's approval of these unique products through the LIIF approval process.

### **Catalyst Fund Governance and Oversight**

The DMD will organize the meetings of the Catalyst Fund Advisory Committee, which will provide ongoing community voice into the work of the Catalyst Fund and Initiative. The Advisory Committee will be established by the Lift to Rise Board and will meet twice a year, to hear reports on the progress of the Initiative, its challenges and to provide guidance and directions for how to improve its effectiveness within the Coachella Valley.

### **POSITION ATTRIBUTES/SKILLS REQUIRED:**

- Entrepreneurial drive and creative problem-solving capacity, to develop flexible, out of the box responses to the Coachella Valley market environment.
- Ability to design and recommend flexible loan products and terms, that match the needs of Coachella Valley market
- Experience in under-developed markets, small urban markets and/or rural areas
- Carries a strong passion to makes things work in challenging environments.
- Ability to customize and respond flexibly to a community's needs.
- Ability to underwrite housing transactions, with a capacity for creativity that responds to and helps build the Coachella Valley Equitable housing development capacity and activity.
- Strong interpersonal skills that enable positive, successful working relationships with a range of housing developers and childcare operators throughout the Valley
- Market development skills, to assist LIIF and Lift to Rise in expanding the affordable housing activities in Coachella Valley.
- Deep commitment to equity and the values of Lift to Rise for equitable development across the Valley.
- Ability to recognize the importance of the enabling environment of policies and local regulations, and make recommendations for improvement, based on on-the-ground experience.
- Collaborative style, welcoming other CDFIs and actors into Coachella Valley
- Proficiency in analyzing financials of nonprofit organizations, for profit developers and real estate operations (in particular, rental housing and community facilities)
- Familiarity with federal, state, and local government funding sources for multi-family housing, special needs housing, and childcare centers
- Working experience with both private sector financial institutions and public agencies



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**How to Apply:**

If you are interested in applying to the Low Income Investment Fund,  
Please e-mail cover letter and resume to:

Low Income Investment Fund  
Attn. Human Resources  
49 Stevenson Street, Suite 300  
San Francisco, CA 94105

E: [careers@liifund.org](mailto:careers@liifund.org)

No phone calls or other LIIF email addresses please. Only candidates being  
considered for a position will be contacted.

LIIF, an EOE (Equal Opportunity Employer), believes that diversity ensures  
excellence. All qualified applicants will receive consideration for  
employment without regard to race, color, religion, sexual orientation,  
gender, or national origin.